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Tender

Christmas Light Contract

Ferndown Town Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-016303

Procurement identifier (OCID): ocds-h6vhtk-0505cd

Published 22 April 2025, 3:44pm

Scope

Reference

FTC/2025/001

Description

The purpose of this tender is to procure, install, maintain, and remove Christmas lighting displays in various locations in Ferndown for the festive seasons 2025-2027, with the option to extend by one or two years.

Total value (estimated)

- £75,000 excluding VAT
- £90,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 December 2025 to 8 January 2028
- Possible extension to 8 January 2030
- 4 years, 1 month, 8 days

Description of possible extension:

This is a three year contract, with the potential to extend by one or two years.

Options

The right to additional purchases while the contract is valid.

Depending on any change in circumstances, additional sites may be added to the specification.

Main procurement category

Services

CPV classifications

- 31500000 - Lighting equipment and electric lamps
- 51100000 - Installation services of electrical and mechanical equipment

Contract locations

- UKC - North East (England)
- UKD - North West (England)

- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Participation

Legal and financial capacity conditions of participation

Public liability insurance: Minimum coverage of £10 million

Employer liability insurance: Minimum coverage of £10 million

Company's published accounts for the last three financial years

Technical ability conditions of participation

Evidence of chapter 8, in this case for Traffic Management is included in the HERS

Electricity at Work Regulations.

UK & EU regulatory compliance (e.g., CE marking, BS EN 60598 for luminaire safety)

Electrical safety certification (NICEIC/ECA-approved installations)

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

15 May 2025, 11:59pm

Tender submission deadline

27 May 2025, 11:59pm

Submission address and any special instructions

Submission Method: Tenders must be submitted by post, in a non-marked sealed envelope marked "TENDER ENCLOSED"

Maria Follan

Administration Manager

Ferndown Town Council

The Barrington Centre

Penny's Walk

FERNDOWN

Dorset BH22 9TH

Contact for Queries: Maria Follan, Administration Manager - manager@ferndown.gov.uk.
01202 892249.

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

14 July 2025

Award criteria

Name	Type	Weighting
Compliance & Safety	Quality	30%
Quality & Aesthetic Appeal	Quality	25%
Experience & References	Quality	25%
Cost & Value for Money	Price	10%
Sustainability Measures	Quality	10%

Other information**Description of risks to contract performance**

Permission has not yet been given by the land-owner of Penny's Walk for the use of access vehicles for the installation. Proposed contractors are, therefore, advised that installations may be via use of ladders only, or the Penny's Walk element of the tender may need to be removed.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Documents

Associated tender documents

[TENDER SPECIFICATION FOR CHRISTMAS LIGHTS v4.docx](#)

Tender specification

Contracting authority

Ferndown Town Council

- Public Procurement Organisation Number: PZCB-2318-LMVH

The Barrington Centre, Penny's Walk

Ferndown

BH22 9TH

United Kingdom

Contact name: Maria Follan

Telephone: 01202 892249

Email: customerservices@ferndown.gov.uk

Website: <http://www.ferndown.gov.uk>

Region: UKK25 - Dorset

Organisation type: Public authority - sub-central government